

Silver Spring Citizens Advisory Board

Meeting Summary

September 13, 2006

Members: Alan Bowser, Charlotte Coffield, Korey Hartwich, Graciela Jaschek, Phil Olivetti, Marilyn Seitz, Debbie Spielberg, Mary Pat Spon, Kathy Stevens, Darian Unger, Jerry Yokoyama, Mark Woodard, Mitch Warren, Victor Weissberg and Eric Hensal.

Members Absent: Loyce Grigsby, Victor Salazar, John Evansoff

Call to Order and Introduction

Chair Debbie Spielberg called the meeting to order at 7:05 p.m., members and attendees introduced themselves.

Approval of Meeting Summary

Motion: The Silver Spring Citizens Advisory Board (SSCAB) unanimously adopted the July 2006 minutes as submitted.

Community Comments

Bob Colvin announced that the East Silver Spring Citizens Association, Inc., next meeting would be September 18 and Mr. Ferrari would be discussing the Park property on Burlington Avenue just west of Fenton Street. Park and Planning Commission banned parking there and will landscape the site. The East Silver Spring Citizens Association Inc., decided to put up \$500.00 to assist with some of the trees being planted with matching funds from the County and the Park Manager has agreed to remove the asphalt and mulch it and put some landscaping materials there.

Directors Report

Gary Stith reported that:

- County Executive Douglas M. Duncan announced that he has crafted a new public/private partnership to open a second home for the nationally renowned Birchmere Music Hall. The project will be located at the old J.C. Penney building on Colesville Road, permanently preserving one of the County's historic landmarks, the J.C. Penny façade. The partnership includes Montgomery County, the Birchmere, and Lee Development Group. In addition, the County has requested that the Governor include in his budget for next year 4 million dollars to support the project and the County would put up 4 million dollars and the land where the Birchmere would be built donated by the Lee Development Group and Birchmere would put in funds for finish out and equipment. The Birchmere would have about 700 seats in one venue, a smaller venue and a restaurant. This would be a very significant addition to downtown Silver Spring bringing entertainment and musical programming to the area and help with improvements on that side of Colesville opposite the Silver Theatre. We will continue to keep the Board informed of the progress of the project.

- Montgomery County is sponsoring a Housing Fair and Financial Literacy Day on Saturday, October 7, 10:00 a.m. to 3:00 p.m. at Bohrer Park and Summit Hall Farm next to Gaithersburg High School.
- Civic Building Design is moving forward. We have the end of design development which is the second phase of the design process and we had to make some value engineering adjustments. We recently met with our stakeholders, people that have been involved in the community with the design process and they were very satisfied with the adjustment and we are prepared to move forward and there will be a presentation on September 14 at the Round House Black Box Theatre on Colesville next to AFI at 7:00 p.m. Construction drawings should be done early in January, sent out for bid, and be prepared to go to contract and start construction in March. Events on the green turf will stop once construction starts and we will have to find another location for our events next year.
- At the presentation there will be samples of materials, drawings and a presentation on the Memorial Art that is being done by Toby Mendez a well known artist from Frederick, Maryland. Mr. Mendez will be showing a maquette of the work he is proposing to do.
- There will be an Emergency Preparedness Workshop on September 21, 7:00 p.m. at the Gwendolyn Coffield Center, 2450 Lyttonsville Road.
- Magical Montgomery Cultural Fair is on September 30, 1:00 p.m. at Veterans Field – Fenton and Ellsworth. We do this event in conjunction with Montgomery County Arts and Humanities Council and all of the Montgomery County Arts organizations are invited and have booth.
- Forest Glen Pedestrian Bridge opened about ten days ago and if you live in that area you might find it helpful getting to the Forest Glen Metro Station and it is a significant safety improvement. The County spent about 7 million dollars making this project happen.
- Thanksgiving Parade will be on November 18. If you are part of any organization or your Civic Association would like to participate you can sign up on our website www.silverspringdowntown.com go to the events, search for the parade click on that and there is a place that will bring up the application.
- We are averaging approximately a 1,000 hits a day on the new website and it is done by the Silver Spring Regional Center and is owned by the Celebrate Silver Spring Foundation.
- The Urban District Advisory Committee has concerned about retail in downtown Silver Spring so we are bringing in an Urban Land Institute Technical Assistant Panel to look at three questions and they are:
 1. How to retain small retail businesses in a changing retail environment?
 2. How to bring in more retail into downtown Silver Spring? People have been concerned that we have a lot of great restaurants and movies, but the retail is still on the weak side.
 3. What to do to help City Place Mall upgrade their offerings?
- The Technical Assistant Panel is made up of volunteer professionals that work in development and design. We are doing a Briefing Book with background information and they will get a tour, meet with stakeholders, small businesses and property owners. On September 27, at 5:00 p.m. at the Urban District Offices, 8110 Georgia Avenue, 3rd floor we will have a presentation of the ULI Panels recommendations and there will be a published report put out in about six week after the presentation and copies will be made available to

the Board and there will be a public presentation of the recommendation on that report. We are just inviting the stakeholders that have been participating in the process, Urban District Advisory Committee, and Silver Spring Citizens Advisory Board for the presentation on September 27.

Discussion:

Darian Unger asked about the completion of the fountain at Silver Plaza.

Gary Stith responded that completion was scheduled for September 15 but was not sure if they would meet that deadline. The grout is done and they are letting it cure and the fountain should be functional before the season is over. We are hoping that these repairs will last more than two years. The supplier is providing the materials for free and the Developer paid for the re-installation and is responsible for the maintenance of the fountain

Kathy Stevens asked Gary Stith for a quick re-cap of the Jazz Festival.

Gary Stith responded that the crowd was smaller. Winston Marsalis was a bigger name than Spyro Gyra but we estimated approximately 20,000 people attended this year. The high school band competition which included Blake, Einstein and the Music Academy which is a non-profit group competed and Einstein won the trophy which is given by Borders and Jazz Times.

Marilyn Seitz stated that she noted that Rostas on the corner of Colesville has lost their lease and wanted to know if that has anything to do with Birchmere development.

Gary Stith responded that it has nothing to do with Birchmere.

Marilyn Seitz asked Gary Stith for the definition of CAM?

Gary Stith responded that the meaning of CAM is Common Area Maintenance used in Commerical Real Estate leases. Usually retail establishments in a shopping center pay for cost incurred for maintaining whatever common areas are in the shopping center. In a commercial shopping center it is the charge made to the tenants that is normally based on the square footage the tenants has which covers the cost of lighting, maintenance and clean-up of common areas.

Marilyn Seitz asked if there was a County and State tax for retail space.

Gary Stith responded not other than property taxes but in retail leases, property taxes are usually passed through the lease to the tenant.

Marilyn Seitz stated as the manager of Penny Worth that they hear daily of businesses that are closing such as the cleaners, and the Preventions for the Blindness.

Gary Stith stated that Preventions for the Blindness owns the building so if they go out of businesses it would be because they decided to sell the building and find another location.

Debbie Spielberg stated that the ULI Panel discussion will hopefully be relative to these small businesses issue because one of the questions is how to retain small retail businesses in a changing retail environment.

Alan Bowser asked what is going to happen to the Library property on Colesville Road when the new library is constructed because there is some community concern about what will happen to that space.

Gary Stith responded that the County has a process for surplusing property. First to see if there are other County uses for the property and if there are the County would put some other County function there and if not the County notifies other public agencies to see if they have a use for it. Park and Planning for example could add it to the Park next door or something and if no other public agency wants to use it and the Council can declare it as surplus the County can go through a process of selling it. Normally when the County sells property like this they would probably require that any new development on it which would be residential because that is what it is zoned, but would probably have a higher level of MPDU's and work force housing because that is what the County is trying to encourage with any surplus County Property that is being disposed of at this point.

Alan Bowser stated that Seven Oaks Evans Wood is concerned about what the old Library space is going to be used for and would like to turn it into a Community Center for themselves.

Mitch Warren asked Gary Stith what the process would be for getting the space to be a Community Center with a pool or ice skating rink.

Gary Stith responded that the community would need to address their suggestions to the County Council because they ultimately make the decisions of what happens to any County property. Nothing will be done to the library site until after the library is moved to the new site.

Debbie Spielberg asked if the property is zoned residential does it necessarily have to be single family homes on the site..

Gary Stith responded that the space is currently zoned R-60 which is single family homes but the zoning could change if County Council decides to do that but it would still have to go through the regular process.

Alan Bowser asked what the relationship was between the Silver Spring Citizens Advisory Board, (SSCAB) and the Long Branch Advisory Committee, (LBAC) and does the formation of the LBAC do anything to this Board's mandate to pay attention to issue going on in Long Branch.

Gary Stith responded none other than your division of labor. The LBAC was created specifically to deal with redevelopment and revitalization of the Long Branch Community.

Alan Bowser asked on behalf of a concern member of the community why at the Silver Spring Swings Concert Series there where no African American acts during the Series.

Gary Stith responded that this was not true and that he would get Alan Bowser a copy of the brochure with the pictures of each act. For these events the Regional Center tries to have a diversity of music and performers each year.

Debbie Spielberg asked about the Birchmere funding. Does the \$4 million from the County have to be approved by County Council and does the \$4 million from the State get proposed in the Governors Budget.

Gary Stith stated that the County Executive sent a letter to the Governor describing the project, why it was important to Silver Spring and that it would be an economic development benefit to both Montgomery County and the State. The County Executive asked the Governor for the State to contribute dollars and that the County would match the contribution. It is also my understanding the Governor has indicated that he is very supportive of the project.

Debbie Spielberg announced that the application period for new members to the Silver Spring Citizens Advisory Board is November and December. The Board has discussed the need for outreach, diversity, geographically, and ethnically. This would be a good time for us to think about ways we can make people aware of our Board and how they can apply. Debbie also reminded members that they should select a committee to work on and to try to attend the regularly scheduled monthly meetings of that committee

Transportation/Pedestrian Safety Committee

Darian Unger reported that:

- At the last Transportation/Pedestrian Safety Committee meeting members and the East Silver Spring Citizens Association conducted a walking tour of possible purple line routes through East Silver Spring and the impact it would have. Several of the key problems are listed in the committee meeting notes. Several Board members attended and more are welcome to come during our on-going educational series of the purple line.
- At the next meeting Web Smedley who is for the purple line will be presenting and the committee will be getting a totally different view
- Another issue discussed was sidewalk installation with the Pedestrian Safety Coordinator for Montgomery County and those who are responsible for sidewalk construction. We learned about the eight miles of sidewalk that is built every year and the process to have it done in your neighborhood if you want it.
- One of my goals is to look at bus transport given the fact that we have a hydrogen fuel facility nearby and whether or not we can be one of the test sites for a fuel cell bus fleet. There is a nearby station that was built by Shell so GM could show off its fuel cell cars to Congress.
- Our next Transportation/Pedestrian Safety meeting is September 27, 7:00 p.m., at the Silver Spring Regional Center.

Mitch Warren commented on the countdown signals and stated that on the way over he counted the signal at Wayne and Colesville and the delay is suppose to be between when the signals get to 0 and the light turn between 0 and 1 second there where 33 seconds between when the count signal went to 0 and the light changed.

Darian Unger stated that the Transportation/Pedestrian Safety Committee did have a presentation on the countdown signals and the County representative basically said that just the way it is and changing it would be awful and they don't have the money for it.

Debbie Spielberg stated that the County representative also stated despite these problems the countdown signals were actually helping pedestrian safety.

Darian Unger stated that the Committee had no action items this time in part because of the purple line. The Committee was tasked by various members who basically wanted purple line 101 and this is not a one month issue and I invite Board members to attend these meetings.

Discussion

Alan Bowser stated he attended the purple line tour with Karen Rober on July 26 and both of the East Silver Spring routes along Sligo and the easement between Thayer and Silver Spring adversely affect Sligo Creek Park. Whatever purple line route comes out would go down Thayer Avenue, Sligo and take a portion of Sligo Creek Park near Piney Branch Road and that is a significant environmental impact on that side for those two alignments. It would adversely affect Sligo Creek Park at the Wayne Avenue alignment and I wanted to bring this to the Boards attention and have it on record.

Alan Bowser stated that another issue of concern is pedestrian safety and since the last time this Board met there has been at least one fatality in downtown Silver Spring by the Silver Spring Metro. The dangers of pedestrians are going to increase rather dramatically not only with the construction of the transit center but as more and more people move into the area and it is something we the Board need to pay attention to and make sure that the Pedestrian Safety Coordinator is more than a part-time position within the County and push the County Executive, County Council and the State to allocate more funding to pedestrian safety not only to downtown Silver Spring but also over in Long Branch, Piney Branch and the University Blvd. areas.

Muriel Bower stated that she would be attending the TMD Advisory Committee meeting tomorrow and the Pedestrian Safety Coordinator will be speaking. I just would like to remind you that the Board had recommended three members to that committee and they will start tomorrow but you must keep in mind that they can work as liaisons with the other Committee that is specifically tasked with all transportation issues within the Central Business District so this is just one way for the SSCAB to stay in the loop.

Debbie Spielberg stated that the Board had discussed inviting the TMD to give the full Silver Spring Citizens Advisory Board a briefing of what they have been involved in and what the issues are.

Jerry Yokoyama stated that he had asked Paul Folkers about the intelligence crosswalk that was in Rockville and I think he responded that Public Works was actually looking at if there were problems associated with that. One thing he did say that was dangerous was that people would just start walking across. Have there been any other studies done.

Gary Stith responded that they did do an evaluation of the crosswalks in Rockville and he would find out the results.

Neighborhood Committee

Alan Bowser reported that:

- The minutes from the Neighborhood Committee's last meeting start on page 14 of the packet.
- We had a presentations by Commander Mitch Cunningham, on recent crime trends and public Safety
- Muriel Bowser, Silver Spring Regional Center discussed Northwest Park/Oakview Weed & Seed program.
- We had an extensive discussion of the Urban Forestry Policy which is an issue we put on the agenda after Board member Marilyn Seitz stated we need to spend more time looking at green space issues downtown Silver Spring. So we ramped up to talked to people from Park and Planning Commission, Department Public Works and Transportation, and the Department of Environment to receive more information on the urban green space. The Committee has drafted a letter on page 17 for full Board approval and I would move that the Board support the letter from the Neighborhoods Committee and send it forward to the County Executive and County Council.

Motion: (Bowser, Yokoyama) the Silver Spring Citizens Advisory Board unanimously agreed to support the Neighborhoods draft letter regarding Urban Forestry Policy and that it be sent to the County Executive and County Council (*see informational material for finalized letter*).

- The next t item is the draft letter of appreciation from the Neighborhoods Committee to Commander Mitch Cunningham on page 19. Mitch has announced his transfer to Rockville effective Sunday and members of the Executive Committee, Neighborhoods Committee and community thought that it would be a nice for this Board to send an official letter of accommodation to Commander Cunningham for his distinguish service in the Urban District.

Motion: (Bowser, Coffield) the Silver Spring Citizens Advisory Board unanimously agreed to support the Neighborhoods Committee draft letter of accommodation to Commander Mitch Cunningham (*see informational material for finalized letter*).

Alan Bowser stated to Commander Cunningham that on behalf of the Neighborhoods Committee that they appreciated the Commanders participation and strong support of the work we have done and we will miss you desperately.

Mitch Cunningham thanked the Board for the letter. It is greatly appreciated. Commander Besty Davis who will be starting on Sunday is my replacement and comes to Silver Spring with a wealth of experience and she was the Commander in Bethesda and was very well received.

Debbie Spielberg stated that on behalf of the Silver Spring Citizens Advisory Board she would like to thank Commander Cunningham for his outstanding help to the community and how much they all appreciated it

Next Neighborhoods Committee Meeting is September 18, and our feature presentation will be given by Gustavo Torres, Executive Director of Casa de Maryland who will discuss CASA work.

CED Committee

Phil Olivetti reported that:

The minutes from the CED Committee's last meeting start on page 20 of the packet and we had no action items associated with any items in the report

We met July 19 topics of discussion were as follows:

- Report on the Ripley District and that the area will become more active especially as the Transit Center moves toward that area.
- The Civic Building and especially the popularity of the open green space and benefits of grass but the artificial turf was preferred over concrete and the use of grass would be difficult to maintain.
- Discussion of the materials that will be used in the new library.
- Marcie Stickle talked about a guide for the walking tour of historic buildings.

The next meeting is on Wednesday, September 20. The two topics of discussion on the agenda are a residential project being proposed on Bonifant Street just off Georgia on the east side of the alley across from Kefa Café and the information on the project has been submitted to Park and Planning. A mandatory referral is being submitted to Park and Planning for streetscape improvement that DHCA is doing in Montgomery Hills. Another issue that will be on the CED agenda soon will be City Place's proposal to build an office tower.

New Business

Budget Ad-Hoc Committee

Mark Woodard reported that:

- The Budget Ad-hoc Committee had a meeting one week ago. Beryl Feinberg, Office of Management and Budget gave an overview of the budget process for the Operating and Capital Budget. After listening to the presentation the most important part of the process that we the Board need too be aware of is timeframes because we want to influence the County Executive's budget. This year the process will be unusual because we will have a new County Executive. The County Executive ordinarily begins to prepare budget submission in December and it is customary for Boards, Committees and Commissions to provide input and in April the County Council holds required public hearings. This is just a reminder that we need to be mindful of these time frames if we want to communicate budgetary items that will affect the operating budget or we the Board will not get heard.
- The Capital budget has a different time frame but I am not prepared to discuss that tonight. The last meeting was not well attended and I am wondering if it would be helpful to ask Beryl Feinberg to do the presentation again and I would like to receive feedback from members of the Board as to whether this is something they would be beneficial.

Alan Bowser stated that he attended the Budget Ad-Hoc Committee meeting on the County Budget and Beryl Feinberg gave an excellent presentation and provided a lot of materials. The

budget is a complicated process but something that people need to have some familiarity about. One of the things that we discovered was that on July 27, George Leventhal, President, County Council sent a letter out to somebody and no one I know received the letter but what it states is that on September 19 of this year the Council will have a public hearing on budget priorities. Last year's budget priorities were affordable housing, education, environment, health and human services, infrastructure maintenance public safety, tax relief and fairness which are all important issues but yet no one knows about the public hearing. If we had a better handle on the process and better communication with OMB staff we would know about something like this well in advance. So anyone inclined may want to attend this public hearing of County Council on September 19 at 7:30 p.m. to make recommendations.

Gary Stith stated that the Regional Center did not receive a letter of the hearing.

Mark Woodard asked if Gary Stith could find out who the letter was sent to. It is not at all helpful to us to learn about the letter a few days ago and if County Council would like input we need time frames to prepare and determine what priorities the Board has.

Gary Stith stated that one thing the SSCAB might want to do is that it seems all the opportunities for participation in the budget process are problematic. If the letter went out July 27 this Board does not meet in August so it would have been difficult for you to meet and put budget priorities together. The process for the budget is on March 15 the County Executive submits his budget to County Council so this is after SSCAB March meeting and County Council has there hearing the first week of April and that is before your next meeting so there is no opportunity for this Board to get a copy of the County Executive's Budget and the timing does not work well for you. Perhaps the Board would like to suggest to County Council to move the date in April and you should address the issue with the new Council which will be seated early in December. The Board should adopt a letter in December requesting consideration of when the hearing is held so that the community can have more time to react to the County Executive budget.

Debbie Spielberg stated that one on-going issue that came up at the SSCAB July meeting was to make a decision at the September meeting on the management of the Civic Building. Graciela Jaschek has been Chairing this Ad-Hoc Task Force on the management of the Civic Building and tonight Graciela Jaschek is presenting a resolution for the full Board approval

Civic Building Discussion

Graciela Jaschek thanked everyone for guiding her through the process and a special thanks to Alan Bowser who gave lots of advice and helped to put the Resolution together after reviewing it please make any comments. *(Alan Bowser moved that the Resolution of the Silver Spring Citizen Advisory Board in support of the Board of the Silver Spring Town Center, Inc., be adopted by the SSCAB, 2nd by Kathy Stevens).*

Alan Bowser stated that they tried to deal with the threshold issue and that is whether the SSCAB support's a non-profit approach as opposed to other approaches. The resolution is complimentary of the people and community that have been working on the Town Center issues over a decade and it is supportive of their efforts and it expresses a vision of Silver Spring that

we would like to see and that is why some of the languages comes from the by laws of the Silver Spring Town Center Inc.

Korey Hartwich stated that all of the concerns the SSCAB has brought up previously have not been addressed by the Silver Spring Town Center Board regarding accessibility and accountability.

Eric Hensal stated that he had only attended one meeting of the Silver Spring Town Center Inc., Board. The Board of the Town Center considers the Civic Center as nothing more than a corporate meeting facility. I strongly oppose the Town Center and the resolution in its entirety and think it should be a County operated facility.

Alan Bowser stated that Eric Hensal has only been to one meeting and did not remain engaged in the process. Since that time we have had numerous meetings on the Town Center. I received a call from Jon Lourie who stated he appreciated the sense of the resolution and the things recommended and he did not see any problem with any of the recommendations that are embodied in this particular resolution particularly an appointed member of the SSCAB to the Town Center Board. My experience and perhaps Gracelia Jaschek and Debbie Spielberg would agree that the people we talked with don't look at this facility as just some kind of corporate entity but a shining star of downtown Silver Spring development that is community friendly and diverse. I don't get any indication that they want to be exclusive and if this does not work we can always fall back to the County organization mode. I don't know if the Town Center Board has met since the last time Eric Hensal attended but the problem is the momentum and energy is beginning to slow down.

Phil Olivetti stated that in term of this vehicle why a resolution as opposed to a letter to a County agency? If the SSCAB approves this resolution how does this get transmitted?

Gary Stith stated that he suggested that the Board needs to be making a recommendation to the County Executive and County Council.

Alan Bowser stated once a resolution is adopted and supported by the Board you can write a follow-up letter and take language out of the resolution. The idea of the resolution is to bring in other Board members concerns.

Darian Unger stated he shares concerns of the other Board members previously mentioned. If we are going to use legislative language like this why not have a sunset provision. It is one thing to say we have a fall back but if we have some concerns outstanding why not add a suggestion at the end of the resolution that there will be a five year trial period after which unless specifically recommended by the Board and re-approved. This way we get everything we want and have a sunset provision so if it goes terribly wrong and the Town Center Board acts exclusive or in a non-transparent manner it will go away.

Gary Stith stated that the County has annual contract review and they don't contract for more than three years. We may have a contract that does allow for extension of the contract but every year it has to be renewed by the County so there is a process for making sure that these things are

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evaluated annually and if they are not performing satisfactorily and people complain the County would not renew the contract.

Debbie Spielberg stated that she disagreed with the sunset approach and thought it was negative and that she agrees with Marilyn, Alan, and Gracelia on there various version and that there has been a tremendous amount of community input . We have been asking over and over for the past few months are positive suggestions about what you would like to see if they where a non-profit and how you would feel more comfortable with transparency. I feel 501c3 will be more responsive and focused on the needs of the community.

Mark Woodard asked Gary Stith if this had been done elsewhere in the County and has it been a good experience.

Gary Stith responded that the County operates Glen Echo which is owned by the Federal Government and a non-profit was created and these by-laws where model after the by-laws of that non-profit. The County owns Black Rock which they brought from the non-profit because of problems dealing with the capital cost but Black Rock is operated by the non-profit. Strathmore is operated by a non-profit and Bethesda Urban Partnership operates the Urban District which is a non-profit. I think if you get the right people involved this can work and if not we will make this a community facility that meets the same kind of objective.

Kathy Stevens stated that she still has a lot of pros and cons but she would just point out one opportunity that one of the last times we met with the Board they indicated that they are only about 50% capacity. We have the opportunity to not necessarily say one of our Board members sits on that Board and observes it but to create support and interest from community members that we think would represent a diverse set of interest and try to encourage the Board.

Darian Unger stated that he was proposing the sunset provision as a friendly amendment.

Eric Hensal stated that this was all good theory but we are all at some level students of bureaucracy. We all know that there is a certain amount of inertia that will be developed when a contract is executed and if we want to change it we will have a fight. Whereas now it won't be that kind of fight so if we decide we don't like it we have made it just that much more difficult to change.

Gracelia Jaschek accepted the sunset provision as a friendly amendment proposed by Darian Unger

Darian Unger stated the wording for the sunset provision. After a five year trial period after which the structure will revert back to the traditional County management unless the Silver Spring Citizens Advisory Board specifically recommends to reestablish by County Council.

Gary Stith stated to the Board that the County never does a contract for more than three years. We do annual contacts with two years of renewal and that is the maximum.

Alan Bowser stated that what we are trying to do is support the efforts of a bunch of dedicated community activists that have worked on this project for the last ten years. Also there is no guarantee that the new County Executive or Council will support this and this is SSCAB recommendation on behalf of the community.

Mitch Warren stated that perhaps instead of having a five year sunset we just put a line stating that we intend to carefully review and encourage Council to carefully review on an annual bases the progress of the non-profit management.

Debbie Spielberg stated to the Board members that Mitch Warren has suggested a friendly amendment as follows: *that the SSCAB recommend that Council carefully review on an annual basis the performance of the non-profit management.*

Motion: The Silver Spring Citizens Advisory Board agreed to support the Resolution of the Silver Spring Advisory Board for the Board of the Silver Spring Town Center, Inc for their ongoing work to develop a community-friendly management and programming organization for the Silver Spring Civic Building. *(12 in favor, 2 opposed) See information materials for finalized letter*

Announcement on Vacancy of Executive Vice Chair

Eric Hensal reported that Korey Hartwich, Executive Vice Chair was leaving the SSCAB and that there is a vacancy to fill. Looking at the by-laws this falls to the Executive Committee as opposed to a nomination committee to take nominations. We are to fill the vacancy no later than the second Board meeting following the resignation of an Officer. We can take nominations between now and the next meeting and have an election at the next meeting. People who want to make nominations should contact the Executive Committee. The by-laws don't specifically discuss how to run a vacancy election but we can definitely follow the same format that we have at the general meetings and have people not running for Office administer the election and that can be appointed by the Chair or if people feel strongly about it the Board can vote but again it is not clear in the by-laws the process for a vacancy election. The Executive Committee recommends that we have nominations between now and the next meeting. Please send nominations to Eric Hensal.

Retreat Follow-up

Debbie Spielberg stated to Board members that they are scheduled to have a retreat follow-up and proposed that meeting on a week night for two hours at a date to be determined by the list serv participation. Issues we the Board need to focus on are discussion on how we handle SSCAB meetings and addressing of priorities. I have a proposal that I will circulate for member's comments and perhaps at the next meeting we can decide on a meeting time.

Debbie Spielberg stated that in addition to Korey Hartwich leaving that this was also Gracelia Jaschek last meeting.

Farewell

The Silver Spring Citizens Advisory Board members thanked both Korey Hartwich and Gracelia Jaschek for being members of the Board and there contributions. Both received a token of appreciation.

Meeting adjourned at 9:10 p.m.